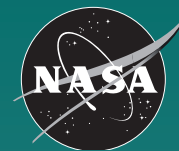


National Aeronautics and Space Administration



Office of Human Capital Management
Performance and Work-Life Dynamics Office
Code 115

www.nasa.gov

CY08 GSFC awards programs



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National Aeronautics and Space Administration
Goddard Space Flight Center
Greenbelt, MD 20771



Reply to Attn of: 115

TO: Distribution

FROM: 115/Chief, Performance and Work-Life Dynamics Office

SUBJECT: Consolidated Solicitation for Awards for 2008, **Due July 31, 2008**

As part of our ongoing efforts to integrate, streamline, and enable a strategic review, and provide a full suite of award options available to reward and recognize employees at the Goddard Space Flight Center throughout the year, the Awards Office is providing a comprehensive solicitation of awards available from July–December 2008.

Accordingly, enclosed for civil servants, is a consolidated listing of the award categories for which you can submit nominations; this includes award categories for the NASA Honor Awards as well as applicable Memorial, Agency Sponsored, and External Awards. An electronic version is available on the OHCM Web site at: <http://ohcm.gsfc.nasa.gov> under “Hot Topics.” With the exception of the External Awards, which have individual due dates, **all nominations listed in this booklet are due to the Awards Office by close of business July 31, 2008.**

As in the past, please consider how our diverse workforce and contributions make Goddard such a great place to work! Outstanding accomplishments at all levels and in all areas of the Center’s mission are worthy of recognition. The various award categories provide opportunities to recognize outstanding achievements and significant, sustained performance across all grade levels and skill groups (secretarial and clerical, wage grade, scientists, engineers, technicians, and professional administrative). Goddard’s grassroots nomination process continues to be a unique aspect of the Center’s award process; therefore, when submitting nominations, please consider accomplishments you, your peers, and/or supervisors and managers have made that contribute to Center and/or Agency mission success.

To help facilitate our streamlined nomination process for NASA Honor Awards, please only submit electronic nominations to awards@listserv.gsfc.nasa.gov. To access award nomination forms, please visit the OHCM Web site at <http://ohcm.gsfc.nasa.gov/awards/home.htm>.

We hope this consolidated resource will serve as an integral tool to support and facilitate your planning needs in sustaining a performance-based culture here at Goddard through recognition of outstanding employee and organization performance. Questions regarding the submission of nominations may be directed to Ms. Theresa Wirth at 301-286-4574.

Please contact Ms. Khrista White, the GSFC Awards Officer, at 301-286-9059, for questions concerning Goddard's Awards Program.

A handwritten signature in black ink that reads "Arletta R. Love". The script is cursive and fluid, with the first name "Arletta" being the most prominent part of the signature.

Arletta R. Love

Enclosure

Agency Sponsored Awards

Agency Sponsored Awards

NASA Commercial Invention of the Year Award

An annual award honoring commercial inventions.

ELIGIBILITY: This award is tied closely with the requirements for the National Inventor of the Year Award. Eligibility requirements include: (1) the invention must have at least one NASA employee as the inventor; (2) a United States patent covering the invention must have been issued; (3) the invention, as patented, must have been actually reduced to practice (a physical embodiment of the patented invention must have been produced and tested to indicate that the invention works as intended in practical applications); (4) NASA must have an ownership interest in the invention; and (5) the invention must have become first-commercially available during the five year period ending with the calendar year of the Award. To be eligible for consideration, the nominated invention must satisfy all the requirements. An invention may be nominated a second time in a succeeding year when there has been a substantial increase in the benefit to NASA or its commercial availability, but previous winners are ineligible.

CRITERIA: Nominations must include a brief description of the invention; a detailed explanation of the invention's first commercial availability and significant and identifiable benefit to a NASA project or program; a copy of the patent; a photograph or drawing of the invention; a one-page biography of the inventor; Form 1329, ICB Award Evaluation Questionnaire, or Form 1329A, Reevaluation Form; evidence of performance, utility, and value; and a presenter, who is not an inventor on the nominated invention. Nominations will also be considered for the NASA Government Invention of the Year Award.

AWARD: The winner is honored at a NASA Headquarters ceremony at which each individual receives a plaque, an award check, and a certificate. The winner may also be eligible for the National Invention of the Year Award sponsored by the Intellectual Property Owners, Inc., in cooperation with the United States Patent and Trademark Office, which honors winners on Capitol Hill.

NOMINATIONS DUE: Late winter of each year.

Link to information: <http://ipp.gsfc.nasa.gov/awards-info-NASA.html>

Point of Contact: Dale L. Hithon, 301-286-2691

Agency Sponsored Awards

NASA Government Invention of the Year Award

An annual Agency award to honor Government employees.

ELIGIBILITY: The nominee must be a civil servant employee and is usually selected from Invention of the Year winners at each field Center. Eligibility requirements include: (1) invention must have at least one NASA employee as the inventor; (2) a United States patent covering the invention must have been issued; (3) the invention, as patented, must have been actually reduced to practice (a physical embodiment of the patented invention must have been produced and tested to indicate that the invention works as intended in practical applications); (4) NASA must have an ownership interest in the invention; and (5) the invention must be significant to a NASA mission and the benefit must have occurred for the first time during the five year period ending with the calendar year of the Award. To be eligible for consideration, the nominated invention must satisfy all the requirements. An invention may be nominated a second time in a succeeding year when there has been a substantial increase in the benefit to NASA or its commercial availability, but previous winners are ineligible.

CRITERIA: Nominations must include a brief description of the invention; a detailed explanation of the invention's first commercial availability, and significant and identifiable benefit to a NASA project or program; a copy of the patent; a photograph or drawing of the invention; a one-page biography of the inventor; Form 1329, ICB Award Evaluation Questionnaire, or Form 1329A, Reevaluation Form; evidence of performance, utility, and value; and a presenter, who is not an inventor on the nominated invention. Nominations will also be considered for the NASA Commercial Invention of the Year Award.

AWARD: The winner is honored at a NASA Headquarters ceremony at which each individual receives a plaque, an award check, and a certificate.

NOMINATIONS DUE: Late winter of each year.

Link to information: <http://ipp.gsfc.nasa.gov/awards-infoNASA.html>

Point of Contact: Dale L. Hithon, 301-286-2691

Agency Sponsored Awards

NASA Quality and Safety Achievement Recognition (QASAR) Award

The QASAR Award recognizes individuals from NASA, other Government entities, and prime/subcontractor organizations who have exhibited exemplary performance contributing to significant quality improvements to products or services for NASA, or safety initiatives within products, programs, processes, the environment, or management activities.

The QASAR Award Program promotes quality, safety, leadership, productivity, performance, teamwork, and improvement throughout NASA. The award recognizes individual Government and contractor employees at NASA Headquarters and Centers who have demonstrated exemplary performance in contributing to the quality and/or safety of products, services, processes, or management programs and activities.

All NASA employees may nominate individuals for the QASAR awards. The QASAR award process will be performed electronically using the Safety and Mission Assurance Requirements Tracking System (SMARTS) at <http://smarts.grc.nasa.gov/app/index.cfm>. Each Center and Headquarters may submit one nomination for each category to the QASAR Award Board for review and selection.

This is an excellent opportunity to acknowledge the valuable work performed by our personnel. Please keep in mind that the annual Agency winners receive NASA-wide recognition. Winners are invited to the NASA Honor Awards Ceremony at NASA Headquarters, where QASAR Award winners are announced by the Administrator.

NOMINATIONS DUE: Late winter of each year.

Link to information on the QASAR Award:
<http://www.hq.nasa.gov/office/codeq/qasar/>

Point of Contact: Eric Isaac, 301-286-6737

Center Director's Team Recognition Award

Center Director's Team Recognition Award

This award recognizes cross-directorate teams who have significantly contributed to the accomplishment of a Goddard or NASA objective. The award provides the opportunity for teams to compete for monetary (civil servants only) recognition by the Center Director.

To be considered, the team's nomination must:

1. Reflect clear Center-wide impact;
2. Include cross-directorate representation within the team;
3. Be a special activity; and
4. Not have been previously recognized.

NOMINATIONS DUE: July 31, 2008

Link to nomination form: GSFC 17-8

<http://ohcm.gsfc.nasa.gov/Forms/GSFC/home.htm>

Submit via awards@listserv.gsfc.nasa.gov

Colloquium and Memorial Awards

COLLOQUIUM AND MEMORIAL AWARDS
Individual awards for civil servants only

Moe I. Schneebaum Memorial Award for Engineering

This award is in memory of Moe I. Schneebaum for his far-reaching contributions to space technology and to the Goddard Space Flight Center. This award is the Center's highest recognition for an engineering contribution and will be presented during the annual Moe I. Schneebaum lecture, which will be held in the Building 3, Goett Auditorium in September 2008.

This award is presented to a Goddard civil service employee for an outstanding personal contribution toward advancing and extending the technology of space flight. All Goddard civil service employees are eligible for the award regardless of their occupation or of the organization in which they serve. The contribution may be for a single or continuing significant engineering achievement or for a recent professional paper or a research paper.

All Goddard civil service employees are invited to submit nominations. There is no limit on the number of nominations that may be submitted. While brevity is desirable, the text of the nomination should clearly describe the nominee's accomplishment and its significance.

Please include the following:

1. a list of all refereed papers and publications,
2. a copy of the most important publication(s) that support(s) the nomination,
3. three letters of endorsement, and
4. a curriculum vitae.

(Note: Supplemental documentation may be submitted via hard copy to Code 115, Building 1, Room 139).

There is also the possibility that the nominator will be contacted by a committee member for additional information.

NOMINATIONS DUE: July 31, 2008

Link to nomination forms: <http://ohcm.gsfc.nasa.gov/awards/home.htm>

Submit via awards@listserv.gsfc.nasa.gov

Ceremony: September 2008

COLLOQUIUM AND MEMORIAL AWARDS
Individual awards for civil servants only

William Nordberg Memorial Award for Earth Science

The William Nordberg Memorial Award for Earth Science is presented in memory of Dr. Nordberg's many pioneering accomplishments in the use of space technology in understanding the Earth system. The Nordberg Award is presented to a Goddard civil service employee who best exhibits those qualities of broad scientific perspective, enthusiastic programmatic and technical leadership on the national and international levels, wide recognition by peers, and substantial research accomplishments in understanding Earth system processes, which exemplified Dr. Nordberg's own career. This award will be presented during the annual William Nordberg lecture to be held in November 2008.

All Goddard civil servants are eligible for this award regardless of their occupation or of the organization in which they serve. All Goddard employees are invited to submit nominations. There is no limit to the number of nominations that may be submitted. While brevity is desirable, the text of the nomination should clearly describe the nominee's accomplishment and its significance.

Nominations should be accompanied by supporting documentation (such as curriculum vitae, publications list, patents, endorsement letters, etc.).

(Note: Supplemental documentation may be submitted via hard copy to Code 115, Building 1, Room 139). There is also the possibility that the nominator will be contacted by a committee member for additional information.

NOMINATIONS DUE: July 31, 2008

Link to nomination forms: <http://ohcm.gsfc.nasa.gov/awards/home.htm>

Submit via awards@listserv.gsfc.nasa.gov

Ceremony: November 2008

External Award Programs

External Award Programs

External Awards are those awards generated by other Government agencies and private industry and made available to NASA. NASA participates in a number of awards programs sponsored by external organizations. Submittal requirements vary. Some require review and endorsement only by the Center Director; some require Center Director endorsement as well as NASA Headquarters endorsement; and others may be submitted directly to the sponsoring organization.

Awards criteria, due date information, and submittal requirements can be found at the following link:

- http://nasapeople.nasa.gov/awards/external_awards.htm

Submission opportunities include:

July

- American Institute of Aeronautics and Astronautics (AIAA) Fellows, Associate Fellow, and Honorary Fellow Awards
- Katherine & Marjorie Stinson Award for Achievement

August

- CCG Black Engineer of the Year Award
- Wright Brothers' Memorial Trophy
- National Air and Space Museum Trophy

October

- CCG Modern Day Technology Leader
- National Public Service Awards
- Innovations in American Government Awards
- Federal Engineer of the Year Award
- James E. Hill Lifetime Space Achievement Award

External Award Programs (continued)

November

- Beatrice Rosenberg Award
- Lemelson–Massachusetts Institute of Technology Prize
- Dr. Nathan Davis Award for Outstanding Government Service

December

- Careers and the disABLED Magazine's Employee of the Year Award
- National Medal of Science
- Rotary National Award for Space Achievement Foundation's Annual Stellar Awards–National Space Trophy
- Government Employees Insurance Company Public Service Awards
- Donald Scantlebury Memorial Award

Federal Executive Board Awards Program

Baltimore Federal Executive Board
Excellence in Federal Career Awards
Civil Servants Only



“...Some of us will serve in
Government for a season; others
will spend an entire career here.
But all of us should dedicate
ourselves to great goals: We are
not here to mark time, but to
make progress, to achieve results,
and to leave a record of
excellence.”

President George W. Bush, October 15, 2001
Constitution Hall, Washington, DC

Baltimore Federal Executive Board

Because Goddard is located in the Baltimore geographical area, the Center is eligible to participate in the annual call for the Baltimore Federal Executive Board's (FEB) Excellence in Federal Career Awards. This is the only Government-wide awards program in Maryland that provides an opportunity to honor all levels of civilian and military service members within the participating agencies and installations for their outstanding work and meritorious service.

The Purpose of the Excellence in Federal Career Awards Program

This program is the highlight of the Baltimore Federal Executive Board activities. An essential part of the awards program is to obtain the maximum number of nominees from as many diverse agencies as possible. The purpose of the program is to honor outstanding Federal employees who have performed exceptional and meritorious work and high standards of performance in the Federal Government. This is a regional awards program and is not a replacement for internal departmental and/or agency awards programs.

Eligibility of Nominees

This program is primarily for nominees who are career, permanent, civilian employees of the Federal Government, however, military personnel may also be nominated if appropriate. They must be employed by member agencies/ installations of the FEB as listed in the FEB Directory (except for those awards, which include retired personnel). Gold, Silver, or Bronze award winners from the previous four (4) years may not be renominated for the same award.

The Awards (Bronze, Silver, and Gold) are made primarily in recognition of exemplary job performance and contributions to the Federal Government or the community. Other factors are given proportionate weight by the Screening and Selection Committees. It is possible a nominee could be considered for more than one award. When this happens, the agency should be guided by the nature of the accomplishments for which the employee is being recommended. The decision on which award is appropriate is the prerogative of the nominating agency. Under no circumstances will changes be allowed to nominations submitted after the deadline date.

Baltimore Federal Executive Board (continued)

General Information

Individual winners are awarded a framed certificate commemorating their achievement. All employees nominated will receive either a Gold, Silver, or Bronze award. Award winners will be honored at a luncheon and ceremony at Martin's West in Baltimore.

NOMINATIONS DUE: July 31, 2008

Link to nomination forms: <http://ohcm.gsfc.nasa.gov/awards/home.htm>

Submit via awards@listserv.gsfc.nasa.gov

Ceremony: May 2009

NASA Annual Honor Awards

NASA ANNUAL HONOR AWARDS

NASA's most prestigious honor awards are presented to a number of carefully selected individuals and groups of individuals, both Government and non-Government, who have distinguished themselves by making outstanding contributions to the NASA mission. Recognition should be extended to deserving candidates from NASA's total workforce. Incumbents of all occupational groups and all grade levels are eligible in accordance with the individual award criteria.

NASA Distinguished Public Service Medal (non-Government personnel)

The highest honor NASA awards to anyone who was not a Government employee when the service was performed. The award is granted only to individuals whose distinguished accomplishments contributed substantially to the NASA mission. The contribution must be so extraordinary that other forms of recognition would be inadequate.

NASA Distinguished Service Medal (Government employees only)

The highest honor that NASA confers. It may be awarded to any person in the Federal service who, by distinguished service, ability, or courage, has personally made a contribution representing substantial progress to the NASA mission. The contribution must be so extraordinary that other forms of recognition would be inadequate.

NASA Equal Employment Opportunity Medal (Government employees and non-Government personnel)

An award given for outstanding achievement and material contribution to the goals of NASA's Equal Employment Opportunity Programs either within Government, community organizations, or groups.

NASA Exceptional Achievement Medal (Government employees only)

An award granted for a significant, specific accomplishment or substantial improvement in operations, efficiency, service, financial savings, science, or technology, which contributes to the mission of NASA.

NASA ANNUAL HONOR AWARDS (continued)

Exceptional Administrative Achievement Medal (Government employees only)

An award given to any person in the Federal service for a significant, specific accomplishment or contribution characterized by unusual initiative or creativity that clearly demonstrates a substantial improvement in administrative support contributing to the mission of NASA, such as: Exceptional initiative in carrying out office/program support activities that resulted in improved processes and operations. Development and improvement of administrative support methods and processes that resulted in substantial benefit to the office or program. Notable competence and resourcefulness in accomplishing and improving office/program processes and operations.

NASA Exceptional Bravery Medal (Government employees and non-Government personnel)

An award for exemplary and courageous handling of an emergency by an individual who, independent of personal danger, has acted to prevent the loss of human life or Government property.

NASA Exceptional Engineering Achievement Medal (Government employees and non-Government personnel)

An award given for exceptional engineering contributions toward achieving the NASA mission.

NASA Exceptional Scientific Achievement Medal (Government employees and non-Government personnel)

An award given for an exceptional scientific contribution toward achieving the NASA mission.

NASA Exceptional Service Medal (Government employees only)

An award granted for significant sustained performance characterized by unusual initiative or creative ability that clearly demonstrates substantial improvement in engineering, aeronautics, space flight, administration, support, or space-related endeavors, which contribute to NASA programs.

NASA ANNUAL HONOR AWARDS (continued)

Exceptional Technology Achievement Medal (Government employees and non-Government personnel)

An award given for technology contributions achieved in one of the following: (1) early technology development significantly contributing to the NASA mission; (2) exemplary collaborative effort in achieving significant technology transfer; or (3) exceptional utilization of a NASA-developed technology resulting in a significant commercial application.

Group Achievement Award (Government employees and non-Government personnel)

A team award given to a group of Government employees or a group composed of both Government employees and non-Government personnel for outstanding accomplishment through the coordination of many individual efforts that has contributed substantially to the NASA mission. Explicit consideration is given to (1) the quality of results and the level of impact on NASA programs or operations; (2) effective management of cost and schedule; (3) customer satisfaction; (4) team growth and capacity for future contribution; and (5) additional credit for development of innovative approaches, use of and contributions to, lessons-learned data banks, and/or success in responding to unforeseen crises.

NASA Outstanding Leadership Medal (Government employees only)

This is awarded for notably outstanding leadership which affects technical or administrative programs of NASA. The leadership award may be given for an act of leadership, for sustained contributions based on a leader's effectiveness, for the productivity of the leader's program, or for the leader's demonstrated ability in developing the administrative or technical talents of other employees.

Public Service Group Achievement Award (non-Government personnel)

A team award given to a group of non-Government personnel for an outstanding accomplishment while participating in a significant program or project that has contributed substantially to the NASA mission, with explicit consideration given to (1) the quality of results and the level of impact on NASA programs or operations; (2) effective management of cost and schedule; (3) customer satisfaction; and (4) additional credit for development of innovative approaches and/or success in responding to unforeseen crises.

NASA ANNUAL HONOR AWARDS (continued)

NASA Exceptional Public Service Medal (non-Government personnel)

An award granted to anyone who was not a Government employee when the service was performed. The award recognizes exceptional contributions to the mission of NASA.

NASA Space Flight Medal (Flight Crew Members)

An award given for significant achievement or service during individual participation as a civilian or military astronaut, pilot, mission specialist, payload specialist, or other space flight participant in a space flight mission.

NOMINATIONS DUE: July 31, 2008

Link to nomination forms: NASA Form 1644
<http://ohcm.gsfc.nasa.gov/awards/home.htm>

Submit nominations via awards@listserv.gsfc.nasa.gov

Ceremony Date: May 2009

Space Flight Awareness



Space Flight Awareness (SFA)
Honoree Award

The SFA Honoree Award is one of the highest recognitions presented to NASA and industry employees. An Honoree Award is presented to employees for their dedication to quality work and flight safety.

When an SFA Honoree Event is held at Kennedy Space Center (KSC), selected honorees will have the opportunity to attend a reception in their honor, tour KSC, meet with top NASA and industry officials and members of the Astronaut Corps, and view a Shuttle launch.

At the honoree event, recipients receive a special Honoree pin and certificate.

To qualify, individuals must meet one or more of the enclosed criteria.

Solicitations for nominations for an SFA Honoree event may be initiated by a formal request from the NASA Administrator to the Centers approximately six weeks prior to a launch. SFA honoree events are not automatically included with every Shuttle launch.

The nomination form may be downloaded from <http://www.nasa.gov/centers/goddard/events/sfa/index.html> and submitted electronically to Amy.E.Pruett@nasa.gov.

The GSFC SFA Council reviews and selects the recipients of each SFA award.

If you have any questions or need additional information, please contact Amy Pruett, GSFC's SFA Panel Member, at 301-286-7646 or Amy.E.Pruett@nasa.gov.



Space Flight Awareness (SFA)

Honoree Award Criteria

Employees must have significantly contributed to the human space flight program to ensure flight safety and mission success. Potential awardees must meet one or more of the following criteria:

- A. Significantly contributed beyond his or her normal work requirements to the development and implementation of human spaceflight programs while ensuring quality and safety.
- B. Performing a single specific achievement which contributed towards attaining a particular program goal.
- C. Contributed to one or more major cost saving/cost avoidance.
- D. Has been instrumental in developing hardware, software, materials, process, or operational improvements that increase reliability, efficiency, or performance.